Montana
Office of Public Instruction

ESSER Federal Data Collection Webinar

January 5, 2022

Webinar 1: Collection Orientation and Expenditure Section Review

Webinar is being recorded

- If you have questions, please enter them into the chat and we will address them as we go.

- You are welcome to unmute and interject a question. Please speak clearly so your colleagues can hear the question.

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Session Purpose

- Provide an overview of the ESSER Federal Data Collection.
- Review of time-lines for ongoing technical support.
- Review expenditure reporting parameters.
- Walk through the expenditure reporting tool.

Session Details

- The requirements in section 2001(i) of the ARP Act relating to the ARP ESSER funds are published in the Federal Register and also outlined by the Department in the ESSER and GEER FAQ document.

- The OPI has developed a FAQ document to provide grantees information about the grant, including eligibility, and grant requirements.

- The ESSER guidance documents are available on the OPI website, which outlines allowable uses for the grant.

- **Disclaimer:** Similar to the FAQ document issued by the USED on ESSER and GEER, "the contents of this document do not have the force and effect of law and are not meant to bind the public in any way. The information is subject to change as additional information is released by the USED.

OPI Presenter Introductions

WELCOME!

OPI Staff

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ESSER Summary

Elementary and Secondary School Emergency Relief Fund (ESSER):

- 3 Rounds of ESSER funds have been authorized by Congress in response to COVID-19 pandemic.

ESSER I	ESSER II	ESSER III	EANS
Elementary and Secondary School Emergency Relief	Elementary and Secondary School Emergency Relief	Elementary and Secondary School Emergency Relief	Emergency Assistance for Non-Public Schools
$41,295,230	$170,099,465	$382,019,236	$24,679,709

Total Funds= $618,093,640

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Data Collection Orientation

- Why must we submit a data collection for ESSER funds?
  - The three congressional acts that established the ESSER Program (CARES, CCRSA, & ARPA) charge USED with the responsibility of monitoring funds to ensure appropriate use.
  - The data provides a tool for measuring funding effectiveness.
  - In applying for the funds, districts agreed to provide requested data.

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Data Collection Orientation

- What types of information is being collected?
  - Expenditure details
  - Safe School Reopening and Infrastructure info.
  - 20% Set-aside for Lost Instructional details
  - Hiring, Retention, and FTE data
  - Home Internet and Technology information
  - Equitable Support for Learning Recovery and Acceleration data

Data Collection Orientation

- What time period does this data collection cover?
  - The Federal Fiscal year from **October 1, 2020 to September 30, 2021.**

- How should my data be broken down?
  - Data should be **reported by LEA.** This means that systems that manage two or more districts must complete the data collection for each district.

Key Dates

- **January 5, 2022** – Working Webinar 1: Orientation and Expenditure Details

- **January 12, 2022**– Working Webinar 2: Equitable Support and Safe Reopening

- **January 19, 2022** – Working Webinar 3: 20% Lost Instructional Time, Home Internet, Hiring and Retention

- **January 26, 2022** – Working Webinar 4: Review and FAQs

- **January 31, 2022** – Data Collection Submitted to OPI

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Data Collection Tool:

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Data Collection – Helpful Links

- **FAQ**
- **Video Overview**
  - This is a complex data collection. We have done our best build a collection tool that reduces the collection burden where possible. This video provides you with an overview of the tool design and development and provides some tips about how to approach data collection
    - Click Here for Video
- **Worksheets**
  - In order to support district leaders in the collection of the data requested in these tools we have created a set of worksheets. These worksheets are a nearly exact match to the data collection tools. You can print or download these worksheets to use in your process. The worksheets linked here are identical to those that are on the tool access pages. We have collected them in one place here to make them easier to download.
    - Full Worksheet Set
    - 20% for Lost Instructional Time Worksheet
    - Expenditure Details Worksheet
    - Safe School Reopening and Infrastructure Worksheet
    - Hiring, Retention, and FTE Worksheet
    - Home Internet and Technology Worksheet'
    - Equitable Support for Recovery and Acceleration Worksheet
- **Federal Document**
  - The OPI generated these tools based on the document linked below. Our intent is to collect the minimum data required for Federal Reporting. We are providing the link to the federal document in the interest of transparency.
    - https://omb.report/icr/202106-1810-006/doc/115839200

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Data Collection – Tool Access

This data collection includes information on a wide variety of topics. In an effort to streamline your process as you complete this task we have broken the data collection into separate components by topic. Our hope is that this allows for the overall reporting process to be streamlined.

For each topic you will have access to: 1. a worksheet that you can print or make a digital copy of to plan out your submission, and 2. a link to the survey that you will use to submit your data.

All data collection survey tools allow you to return to the tool to edit your submission. At the time of submission you will receive an email copy of what you have submitted and a link that you can use to return to your response to edit it as needed.

20% For Lost Instructional Time	Hiring, Retention, and FTE
Expenditure Details	Home Internet and Technology
Safe School Reopening and Infrastructure	Equitable Support for Recovery and Acceleration

Data Collection – Individual Tool

In this section of the Data Collection Tool you will report information about. your expenditures.

In this section you will report on your ESSER expenditures for ESSER I, II, and III. As you complete this section please be aware that you are reporting on only the money you have *expended* and you are reporting only on your base allocation, not any additional ESSER funds you recieved.

Data Preparation Worksheet

This worksheet provides a detailed overview of each question present in the collection tool. This worksheet may be used by districts to prepare their data for submission.

Data Collection Tool

Please submit your data for the Incentive Funds portion of this data collection here.

Data Collection - Worksheet

opi.mt.gov

Montana Office of Public Instruction
opi.mt.gov Elsie Arntzen, Superintendent

ARP ESSER Data Collection
Expenditure Details

Submitter Information

Supporting Physical Health and Safety

Meeting Students' Academic, Social, Emotional, Mental Health, and Other Needs

Operational Continuity and Other Allowed Uses

Submitter Information

The following fields will be used to follow up on this survey. It is important that we have accurate information to ensure that we are able to validate your data and link this data to the other submissions your district makes.

Question	Response
District Name	
Submitter First Name	
Submitter Last Name	
Submitter Email	
Submitter Phone Number	

Supporting Physical Health and Safety

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

	ESSER I - Expended	ESSER II - Expended	ARP ESSER - Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
Activity	$	$	$	YES or NO

Building and facilities upgrades and maintenance, including ventilation systems and new construction				
Assistance with meals for students				
Cleaning and/or sanitization supplies				
Temporary classroom space to support social distancing				
Temporary or additional transportation services to support social distancing to and from school				
Capacity-building to improve disaster preparedness and response efforts, including coordination with State, local, Tribal, and territorial public health departments, and other relevant agencies to improve coordinated responses to prevent, prepare for, and respond to COVID-19				
Other health protocols not listed above and aligned to guidance from the Centers for Disease Control and Prevention (CDC) such as: vaccines for staff and/or students, contact-tracing, masks				

Meeting Students' Academic, Social, Emotional, Mental Health, and Other Needs

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

	ESSER I - Expended	ESSER II - Expended	ARP ESSER - Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
Activity	$	$	$	YES or NO
Extended learning and/or summer learning				
High-dosage intensive tutoring				
Additional staffing and/or activities to assess and support social-emotional				

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Worksheet Vs Survey

Operational Continuity and Other Allowed Uses

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

Activity	ESSER I - Expended	ESSER II - Expended	ARP ESSER - Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
	$	$	$	YES or NO
Any activity not described above that is authorized by the McKinney-Vento Homeless Assistance Act				
Any activity not described above that is authorized by the Elementary and Secondary Education Act of 1965				
Any activity not described above that is authorized by the Individuals with Disabilities Education Act				
Any activity not described above that is authorized by the Adult Education and Family Literacy Act				
Any activity not described above that is authorized by the Carl D. Perkins Career and Technical Education Act of 2006				
Other activities not described above that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency				

Operational Continuity and Other Allowed Uses

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

Activity	ESSER I - Total Amount Expended	ESSER II - Total Amount Expended	ARP ESSER - Total Amount Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
Any activity not described above that is authorized by the McKinney-Vento Homeless Assistance Act	☐	☐	☐	☐
Any activity not described above that is authorized by the Elementary and Secondary Education Act of 1965	☐	☐	☐	☐
Any activity not described above that is authorized by the Individuals with Disabilities Education Act	☐	☐	☐	☐
Any activity not described above that is authorized by the Adult Education and Family Literacy Act	☐	☐	☐	☐
Any activity not described above that is authorized by the Carl D. Perkins Career and Technical Education Act of 2006	☐	☐	☐	☐
Other activities not described above that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency	☐	☐	☐	☐

Expenditure Details

Remember:

- When reporting expenditure details only report expenses incurred between October 1, 2020 – September 30, 2021.

- You report expenditures for ESSER I, II, and III separately.

- You will likely leave some categories blank because of the reporting time period.

ESSER 1 Funds

Expenditure Detail Tool:
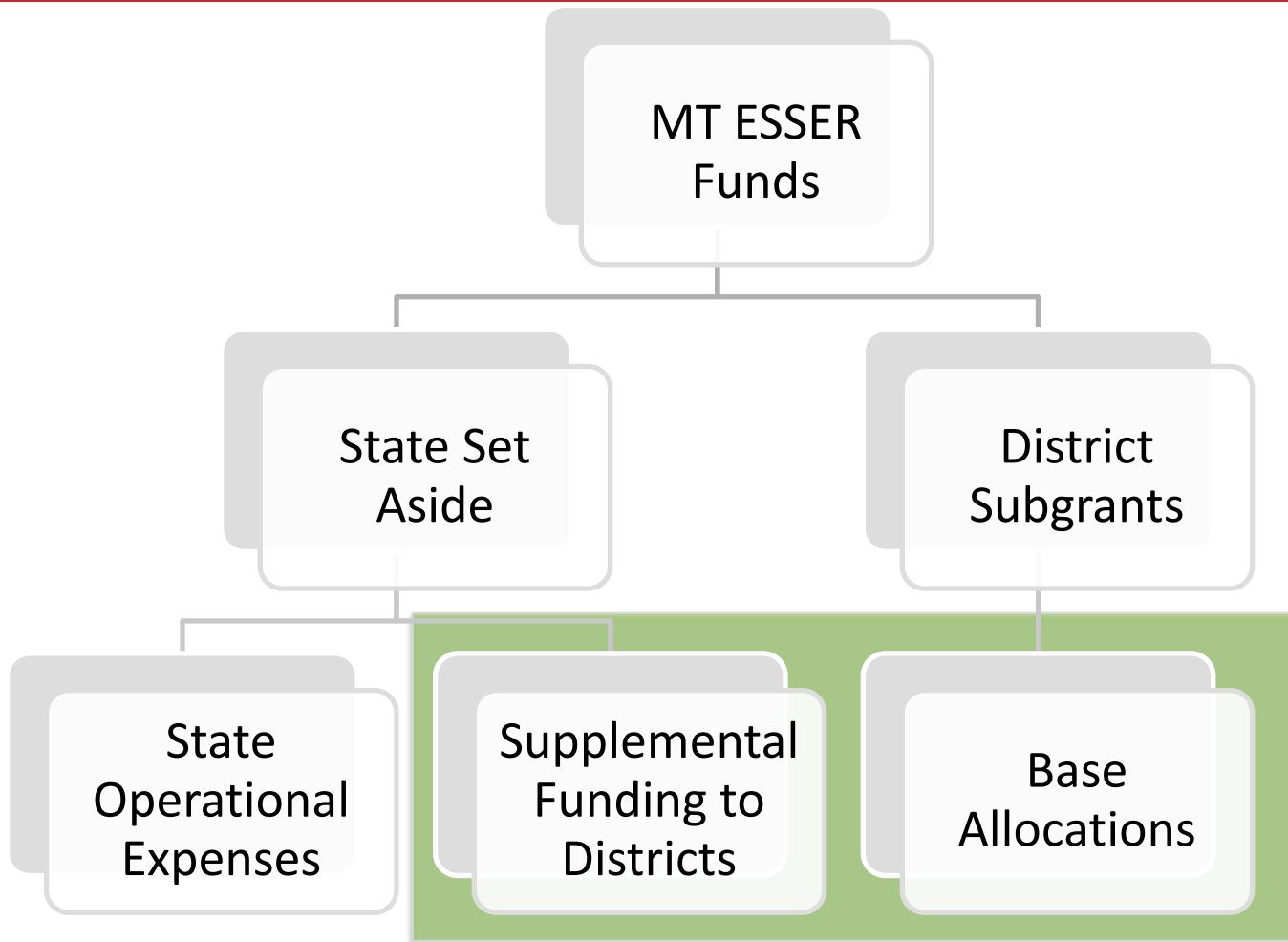
- https://tinyurl.com/ESSERExpenditures
- Categories
  - Submitter Information
  - Supporting Physical Health and Safety
  - Meeting Student's Academic, Social, Emotional, Mental Health, and Other Needs
  - Operational Continuity and Other Allowed Uses
  - Remaining ESSER Expenditures
  - Other Expenditures

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Submitter Information

Submitter Information

The following fields will be used to follow up on this survey. It is important that we have accurate information to ensure that we are able to validate your data and link this data to the other submissions your district makes.

Question	Response
District Name	
Submitter First Name	
Submitter Last Name	
Submitter Email	
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Supporting Physical Health and Safety

Supporting Physical Health and Safety

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

Activity	ESSER I - Expended $	ESSER II - Expended $	ARP ESSER - Expended $	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column) YES or NO
Building and facilities upgrades and maintenance, including ventilation systems and new construction				
Assistance with meals for students				
Cleaning and/or sanitization supplies				
Temporary classroom space to support social distancing				
Temporary or additional transportation services to support social distancing to and from school				
Capacity-building to improve disaster preparedness and response efforts, including coordination with State, local, Tribal, and territorial public health departments, and other relevant agencies to improve coordinated responses to prevent, prepare for, and respond to COVID-19				
Other health protocols not listed above and aligned to guidance from the Centers for Disease Control and Prevention (CDC) such as: vaccines for staff and/or students, contact-tracing, masks				

Meeting Students' Academic, Social, Emotional, Mental Health, and Other Needs

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

Activity	ESSER I - Expended	ESSER II - Expended	ARP ESSER - Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
	$	$	$	YES or NO
Extended learning and/or summer learning				
High-dosage intensive tutoring				
Additional staffing and/or activities to assess and support social-emotional well-being, including mental health, for students, educators and/or families				
Additional staffing and/or activities to identify and/or respond to unique students needs and/or provide targeted support for underserved students groups, including each major racial and ethnic group, children from low-income families, children with disabilities, English learners, LQBTQ+ students, migratory students, students experiencing homelessness, youth in foster care.				
Universal screening, academic assessments, and intervention data systems, such as early warning systems and/or opportunities to learn data systems				
Improved coordination of services for students with multiple types of needs, such as full-service community schools or improved coordination with partner agencies, such as the foster care services				
Early Childhood Programs				
Hardware and software				
Wi-fi, broadband, or other connectivity				
Curriculum adoption and learning materials				
Core staff capacity building/training to increase instructional quality and advance equity				
Investments in talent pipelines for teachers and/or classified staff				

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Operational Continuity

Operational Continuity and Other Allowed Uses

Please fill out the following table with the amount expended for each ESSER grant on each activity for the 20% mandatory set-aside

Activity	ESSER I - Expended	ESSER II - Expended	ARP ESSER - Expended	Total Amount Expended toward 20% set-aside requirements for evidence-based activities that support disproportionately impacted student groups (this amount will be less than or equal to the amount reported in the preceding column)
	$	$	$	YES or NO
Any activity not described above that is authorized by the McKinney-Vento Homeless Assistance Act				
Any activity not described above that is authorized by the Elementary and Secondary Education Act of 1965				
Any activity not described above that is authorized by the Individuals with Disabilities Education Act				
Any activity not described above that is authorized by the Adult Education and Family Literacy Act				
Any activity not described above that is authorized by the Carl D. Perkins Career and Technical Education Act of 2006				
Other activities not described above that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency				

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Remaining ESSER Expenditures

Remaining ESSER Expenditures

What are the LEA's planned expenditures of the remaining **ESSER II mandatory subgrant funds**? (provide the percentage of remaining funds planned for the below expenditure categories. All categories must sum to Ioo% of remaining ESSER I mandatory subgrant funds)

	%
% Remaining Funds Planned for Addressing Physical Health and Safety	
% Remaining Funds Planned for Meeting Students' Academic, Social, Emotional, Mental Health, and Other Needs	
% Remaining Funds Planned for Operational Continuity and Other Uses	
% Remaining Funds Not Yet Planned for Specific Use	

What are the LEA's planned expenditures of the remaining **ARP ESSER mandatory subgrant funds**? (provide the percentage of remaining funds planned for the below expenditure categories. All categories must sum to Ioo% of remaining ESSER I mandatory subgrant funds)

	%
% Remaining Funds Planned for Addressing Physical Health and Safety	
% Remaining Funds Planned for Meeting Students' Academic, Social, Emotional, Mental Health, and Other Needs	
% Remaining Funds Planned for Operational Continuity and Other Uses	
% Remaining Funds Not Yet Planned for Specific Use	

Other Expenditures

Other Expenditures

The Department acknowledges a set of expenditures may support multiple, complementary priorities. Please tell us what proportion of ESSER I, ESSER II and ARP ESSER expenditures at this LEA supported the following priorities. (Note: these percentages do not need to add to 100% and will likely exceed 100%.)

Activity	% of ESSER I Expenditures Supporting	% of ESSER II Expenditures Supporting	% of ARP ESSER Expenditures Supporting
Extended instructional time to promote learning acceleration/learning loss recovery			
Mental health, social & emotional well-being			
Physical safety and health protocols			
Improved coordination with partner agencies, such as Health and Social Services departments, means-tested benefits centers, housing authorities			

What percentage of expenditures at the LEA provided targeted supports to students disproportionately impacted by the COVID-19 pandemic? If the LEA did not target supports to schools or students/staff, please enter "100%" in the second row.

Activity	ESSER I	ESSER II	ARP ESSER
Percentage of Expenditures provided targeted support for historically underserved populations including each major racial and ethnic group, children from low-income families, children with disabilities, English learners, students experiencing homelessness, youth in foster care.			
Percentage of Expenditures providing general support to staff and students within LEA			

Open Questions

- What questions do you have?

- Do you have any clarifying questions about the responses we have provided?

Thank you!

For questions or additional information please contact
Jeff Kirksey: ESSER-OPI@mt.gov (406)444-0783

Montana
Office of Public Instruction
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